



COD Processing Update

April 8, 2011

NEWS/UPDATES

- **2010-2011 Verification Status Code “W” Warning Message (04/07/11)**

On April 6, 2011, Federal Student Aid began processing a text message (PGTX11OP) as well as a Reconciliation Report (PGRC11OP) to schools that have one or more Federal Pell Grant (Pell Grant) student records still reported with a verification status code of “W”. The message is a warning that disbursements to all students with a verification status code of “W” will be considered overawards and reduced to a zero dollar amount (\$0.00), even though the disbursements were previously accepted in the COD System. The reduction of the affected disbursements is scheduled to occur on April 20, 2011.

Note Regarding Verification Deadline:

Some of the student records included in the Reconciliation Report may be for students who are still within the allowable timeframe for submitting verification documentation/completing the verification process as will be specified in a forthcoming notice that will be published in the [Federal Register](#) and subsequently posted on the [Information for Financial Aid Professionals \(IFAP\) Web site](#).

Following the April 20, 2011 reduction, if a school needs additional time to complete verification for an individual student in accordance with the allowable timeframe in the [Federal Register](#) notice, the school may resubmit a disbursement record with a value greater than zero (\$0.00) until September 30, 2011. After September 30, 2011, the COD System will no longer accept “W” as a valid verification status code for 2010-2011 Pell Grant awards.

For complete information, refer to the [April 7, 2011 Electronic Announcement](#) posted on the Information for Financial Aid Professionals (IFAP) Web site. If you have questions about the warning message or about reporting verification status codes to the COD System, contact the COD School Relations Center.

- **RESOLVED-Title IV Refunds Sent Since March 14,2011 Delayed in G5 [Updated 04/01/11 (03/31/11)]**

The Department of Education (the Department) determined that some refunds had not processed in G5 and, in turn, were not reflected in the COD System. Due to a technical issue, G5 was delayed in processing some refunds returned to the Department since March 14, 2011.

The technical issue has been resolved. The Department has processed all refunds received since March 14, 2011 and all transactions should be reflected in the COD System.

The Department apologizes for the inconvenience this issue may have caused schools.

- **Processing Tips – COD System Edit 074 (03/31/11)**

In the past several months, Federal Student Aid has identified that Common Origination and Disbursement (COD) System Reject Edit 074 (Incorrect Adjustment to Disbursement Release Indicator) has been returned more frequently than usual for all programs.



In a [March 30, 2011 Electronic Announcement](#) posted on the Information for Financial Aid Professionals (IFAP) Web site, Federal Student Aid provides guidance to assist schools in understanding why this edit is being triggered, and how to avoid or resolve it.

For complete information about the annual renewal requirements, refer to the [March 30, 2011 Electronic Announcement](#).

• **2008-2009 National SMART Grant CFL Reduction to G5 Net Drawdown Warning Message (03/30/11)**

At this time, all National Science and Mathematics Access to Retain Talent Grant (National SMART Grant) funds for the 2008-2009 Award Year should have been disbursed to students. In general, schools are to submit National SMART Grant disbursements to the Department of Education (the Department) no later than 30 days after making an actual disbursement or becoming aware of the need to adjust a student's previously reported disbursement. Accordingly, disbursements and disbursement adjustments for the 2008-2009 Award Year should have already been submitted to the Common Origination and Disbursement (COD) System for processing.

2008-2009 CFL Reduction to G5 Net Drawdown Warning Message Sent on March 29, 2011

On March 29, 2011, Federal Student Aid sent a message to schools that have a G5 National SMART Grant authorization, known in the COD System as Current Funding Level (CFL), for the 2008-2009 Award Year that is greater than their Net Drawdown amount reflected in the COD System and in G5. The message warns an affected school that its 2008-2009 National SMART Grant CFL will be reduced to the G5 Net Drawdown if the CFL is still greater than the G5 Net Drawdown on April 12, 2011. When the actual reduction occurs on April 12th, the school will have a reduced authorization in G5 and will receive an Electronic Statement of Account (ESOA) that reflects the revised authorization.

Federal Student Aid sent the March 29, 2011 warning message to an affected school's Student Aid Internet Gateway (SAIG) mailbox in the message class SGTX09OP. A school that receives the warning message should review its internal records and its CFL, G5 Net Drawdown, and Net Accepted and Posted Disbursements (NAPD) reflected in the COD System as soon as possible. The school should submit all outstanding downward disbursement adjustments to the COD System and/or request any outstanding drawdown from G5 for the 2008-2009 Award Year as soon as possible but before April 12, 2011.

This same information is posted in a [March 30, 2011 Electronic Announcement](#) on the Information for Financial Aid Professionals (IFAP) Web site. If you have questions about the 2008-2009 National SMART Grant CFL reduction to G5 Net Drawdown, contact the COD School Relations Center.

CURRENT ISSUES

DIRECT LOANS

Financial Transaction Processing Issues and Impact to School Account Statement (04/04/11)

Following the G5 Phase 3 implementation and shutdown in early March, Federal Student Aid began processing financial files on March 14, 2011. In a few instances, processing issues caused financial transactions, including drawdown, drawdown adjustment, and refund transactions, to be duplicated

and posted to the COD System in error. As a result, the Funding Information screen, the Cash Activity screen, and the Refunds of Cash screen on the COD Web site show inaccurate balances for affected schools.

Federal Student Aid has determined the duplicate transactions occurred on several dates in March 2011. In most cases, the duplicate transactions have been corrected. Federal Student Aid plans to correct the remaining duplicate transactions by early next week.

These issues will also be seen in the Direct Loan School Account Statement (SAS) and/or TEACH Grant SAS for



the impacted schools. The duplicate transactions and any reversing transactions processed in the COD System during the month of March will appear in the March month-end SAS generated this weekend, and will impact the Ending Cash Balance reflected in the SAS Cash Summary.

Any remaining reversing transactions will be processed in the COD System during the month of April. As such, they will appear in the April month-end SAS file.

Federal Student Aid apologizes for the inconvenience this issue may have caused. Further information about this issue will continue to be posted in the COD Processing Update as it becomes available. In addition, schools impacted by these issues will receive an e-mail with this same information.

GRANTS

There are no Grant specific issues to report at this time.

REMINDERS

Reminder – No Pell Grant Initial Authorization for 2011-2012 Award Year (04/01/11)

Federal Student Aid reminds schools that there will be no Initial Authorization for the Pell Grant Program for the 2011-2012 Award Year. Schools will receive a Current Funding Level (CFL) based on the accepted and posted actual disbursement records that they submit to the COD System.

The COD System began processing actual disbursements for the 2011-2012 Award Year on February 21, 2011. As a reminder, actual disbursements can only be submitted up to 7 days before the disbursement date.

COD Computer-Based Training (04/08/11)

Federal Student Aid takes this opportunity to remind the community of the availability of the COD Computer-Based Training (CBT). The COD CBT includes enhancements that have been made to the COD System, the [COD Web site](#), and associated Web sites and software products through June 26, 2010.

Contact Information: If you have questions, contact the COD School Relations Center at 800/474-7268 for Grants or 800/848-0978 for Direct Loans. You may also e-mail CODSupport@acs-inc.com.

The COD CBT consists of component simulations and CBTs. Each COD CBT component is explained below. The electronic files associated with each component, as well as information about downloading and navigating the COD CBT, are available on the Information for Financial Aid Professionals (IFAP) Web site. Under the “Tools for Schools” section on the home page, click on [COD Computer-Based Training](#).

If you have questions or comments about the COD CBT, contact the COD School Relations Center at 800/474-7268 for Grants or 800/848-0978 for Direct Loans. You may also e-mail CODSupport@acs-inc.com. If you e-mail your question or comment, please include “COD CBT Question/Comment” in the subject line.

Sending Addresses for U.S. Territories and Foreign Countries on the Common Record or the COD Web site (04/08/11)

When submitting student or borrower addresses or address changes to the Common Origination and Disbursement (COD) System, it is important that the correct tags are used, particularly when the student or borrower address is located in a U.S. Territory or Foreign Country. If these addresses are not submitted correctly, important correspondence from the COD System and the federal loan servicers is delayed or not received.

- When a student or borrower address is located in a U.S. Territory it is considered a domestic address. Do not submit a Country Code.
- When a student or borrower address is located in a Foreign Country, it is treated as a foreign address.

See below for the correct procedures for submitting U.S. Territories and Foreign Country addresses via the Common Record batch submission or COD Web site.

Submitting Addresses for U.S. Territories and Foreign Countries via the Common Record

When creating or updating a person record via the Common Record batch submission, a school should send the address block with the following tags:



Schema Version	Included Tags for Domestic Address, including U.S. Territories	Excluded Tags for Domestic Address, including U.S. Territories	Included Tags for Foreign Addresses
3.0c or 3.0d	<AddressLine> <City> <StateProvinceCode> <PostalCode>	<StateProvince> <CountryCode>	<AddressLine> <City> <StateProvince> (Optional) <PostalCode> (Optional) <CountryCode>

Submitting Addresses for U.S. Territories and Foreign Countries via the COD Web site

When creating or updating a person record on the COD Web site, a school should select the U.S. Territory from the dropdown box in the State/Province field. A school should select the Country field as “Blank”.

A complete list of State Codes (including U.S. Territories), Jurisdictions, and Country Codes are provided in Volume VI, Section 4 of the [2010-2011 COD Technical Reference](#). If you have questions about this information, contact the COD School Relations Center.